

Highlights for Updating the 2013-2017 CIP

It is essential that your airports document their needs for Type 2-State/Local Match Program projects in the event that funding again becomes available. Otherwise your client airports may lose out on development opportunities.

Additionally, there are some items that you will want to review prior to updating your airport CIP as follows:

1. All CIP letter attachments are available on our website at <http://www.in.gov/indot/2395.htm> under **Aviation – CIP Updated Forms and Instructions for the period 2013-2017.**
2. Funding:
 - For FY 2012 – use 95% Federal, **2.50% State and 2.50% Local** costs respectively.
 - For FY 2013 - 2017 use 95% Federal, **2.50% State and 2.50% Local** costs respectively.
3. The FAA has published certain guidance and project milestones that are to be met for federally funded projects. Therefore you will want to read their **“Regional Guidance Letter - Airports Division” and attachment A, Number 5100.20** and dated December 12, 2007. Even though this letter has been cancelled and not yet replaced, it remains the best guidance we have for sequencing and phasing of airport development projects. You will want to thoroughly review this information prior to updating the CIP for your client airports.
4. Provide justification for projects in accordance with FAA criteria.
5. Assume the \$150,000 Non-Primary Entitlement program will continue for those airports that can show at least \$150,000 of eligible airport development needs annually over the 5 year period.
6. Certain Revenue-Generating projects are included in the list of eligible projects that may be requested if specific eligibility requirements are met. Instructions are included on our website.

Final date for submitting the required three (3) sets of all requested information to the Office of Aviation is Wednesday February 1, 2012 and each submittal includes:

1. Narrative Cover Letter on airport letterhead with projects listed in priority order by funding type and year on the front page followed by a summary by year of planned project activity and appropriate justification;
2. CIP Data Sheets fully completed for each project in 2012 dollars;
3. CIP Priority & Funding Summary – we have added a line for total Type 2 funding requests;
4. Total Cost Breakdown by major element for each project with total for each year including costs for engineering fees; project inspection, environmental and etc;
5. Color sketches of projects on a 11” x17” size copy of the ALP with projects color coded by year requested;
6. Other support information as needed, such as the results of the environmental assessment (FONSI, Cat X and etc.) or a completed Revenue-Generating Facility Eligibility Evaluation Form when applicable.
7. Pavement Maintenance Management Program- New this year we are requesting airports to provide a one page summary describing their pavement maintenance management program for runways, taxiways, aprons and etc.
8. Three (3) sets punched for a 3 ring binder.

Please send your completed CIP Updates to me at the following address (Note-new room number is N955):

Nick McClain, P.E., Chief Airport Engineer
INDOT Office of Aviation
100 N Senate Avenue
IGCN – Room N955
Indianapolis, Indiana 46204